

**To:** Rodriguez, Dante[Rodriguez.Dante@epa.gov]  
**From:** wrpt gapmanager  
**Sent:** Thur 2/1/2018 4:36:40 PM  
**Subject:** Re: follow-up to quarterly report

Dante,

I spoke to the Finance lady and she cannot access some of the details from 2012/2013 but she did say that the \$229.95 was bought with the Citi Credit card online and the bill was paid under superfund supplies. The buy out copier just meant that there was a printer purchased by the director at that time (unsure of who was in that position). The Travel adjustment \$1628.89 GAP, originally was charged under GAP but was moved to Superfund (unsure of why). I know this does not help too much but it is what i found out from the Finance Department.

Thank you

Tashina

On Wed, Jan 31, 2018 at 3:44 PM, wrpt gapmanager <[wrptgapmanager@gmail.com](mailto:wrptgapmanager@gmail.com)> wrote:

Hello Dante,

I am going to ask the Finance department on these items you picked out and will get back to you. Since I was not here i do not want to say something that might be incorrect.

I will be available tomorrow morning for a call if you have time?

Thanks

Tashina

On Wed, Jan 31, 2018 at 1:37 PM, Rodriguez, Dante <[Rodriguez.Dante@epa.gov](mailto:Rodriguez.Dante@epa.gov)> wrote:

Hi Tashina,

Thank you so much for pulling together the quarterly report that covers the last year and then some. Good job! I scanned the hard copy you gave me, and I believe I emailed you the pdf version. Let me know if I hadn't done that.

I have reviewed the report and had a couple follow-up questions as well as some ideas for further improvement to the quarterly report format. Can you see if you can find answers to the following questions? These pertain to the second to last page, which gives totals for equipment, contractual, supplies, telephone and travel.

1. (financial) Account Detail, 7830 Supplies: What is Citi? What is this cost for? The amount is \$229.95. Also, what does "buy out" mean in the context of the copier?

2. 7860 Travel: What was the adjustment of \$1628.89 for?

I'm not sure whether you will be able to find answers to these questions, but if you could try that would be great. I attached the page to which these questions apply.

Since I just finished reviewing your report, the tasks and the quarterly report format are fresh in my mind so now would be a good time to have a call to review progress, discuss dates and discuss format. Would you be available sometime in the next few days for a call? Let me know. Thanks!

**Dante Rodriguez**

Remedial Project Manager

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